

Housing Improvement Team

23 April 2008 Meeting

Facilitator: Don Dauman: Director of Contract Administration (DCA)

Attending: Eric Weigel: Erie County Housing Coordinator (EHC); Deborah Goldman and Lynn Belle: Erie County Department of Mental Health; Teresa Humphrey: Buffalo Federation of Neighborhood Centers; Denis Bouchard: Housing Options; Paige Prentice and Byron McKinney: Horizon Health Services; Elizabeth McClam: Lake Shore; Reno Tabone: Living Opportunities of DePaul; Leslie Saunders: Mental Health Peer Connection; Kim Baughan: Restoration Society, Inc.; Alyssa Hebler: Spectrum Human Services, Inc.; Rosemary Duran, John Braciszewski and Tracey Johnson: Transitional Services Inc.; Kim Lewis: WNY Veteran's Housing Coalition.

Absent: Cazenovia Recovery Systems and Southern Tier Environments for Living

Minutes: Christopher Kennedy: Assistant to Erie County Housing Coordinator

1. HUD Monitoring Visit Update

- A. No findings!
- B. Modification to Housing Quality Standards Form: Safety section will moved to be incorporated into specific rooms, rather than being a separate section of the form
- C. FMRs: Providers (with SHP Contracts) may use the current FMR, rather than the FMR at the time of application on an exception basis. Any exceptions should be discussed with the Director of Contract Administration and/or the Assistant Coordinators.

2. SPOA: CAIRS Access and Reporting

- A. OMH and the Department of Mental Health Commissioner have charged that there should be a full SPOA.
- B. This will include occupancy management, oversight, and utilization.
- C. A subcommittee was formed with representation from both the Licensed and Supported Housing meetings.
- D. The committee determined that CAIRS is the most reasonable option, although there are still several legal details to work out. Providers and the ECDMH Commissioner are working to solve these issues.
- E. Outcomes would be monitored by the use of the 'Western New York Care Coordination Periodic Reporting Form' – part of the CAIRS system. This would replace Quarterly Indicators Reports, Rosters, Placement Reports, etc.
- F. The specifics of how often, and what outcomes to use will be determined by the Subcommittee.

3. SURERNOFA Update

- A. HAWNY Reports that several of their target goals for the entire CoC were very low. ECDMH's projects are high and help out the CoC, but improving our numbers would greatly assist the CoC in order to help the CoC's Renewal Competition. Specifically, HAWNY requests that Project Leveraging should be at 2.5x HUD funding request.
- B. Any questions about Leveraging should be discussed with The Director of Contract Administration and/or the Housing Coordinator.

4. Internal Transfers

- A. On the quarterly outcomes report, any moves inside an agency should be counted as a discharge from one program (with a Planned Discharge) and an admission into the other program in 'other (please explain).' The Report will be modified to include that category in the Admissions section.

5. Outcome Indicator Reports Due at End of Month for First Quarter

- A. There is a calculations error in one cell of the form. Please enter the data in the other cells and submit to the Director of Contract Administration, who fix the error upon receipt.

Next Meeting: April 23, 2008